



Town of Arlington, Massachusetts
730 Massachusetts Ave., Arlington, MA 02476
Phone: 781-316-3000

webmaster@town.arlington.ma.us

Building Committee Minutes 01-07-2003

**MINUTES
REGULAR MEETING
PERMANENT TOWN BUILDING COMMITTEE
TUESDAY, JANUARY 7, 2003**

PRESENT: John Cole, Chairman Robert Juusola
Kathleen Donovan Suzanne Owayda
Nancy Galkowski

ABSENT: Thomas Caccavaro Charles Stretton
William Shea

PARTICIPANTS: David Kale, Arlington Public Schools
Stefan Chaires, DRA
Joe Drown – Bob Bell - David Finney, Design Partnership of Cambridge Inc.
David Warner – Larson Associates
Greg Carrel – The Carrel Group, Inc.

CALL TO ORDER: 7:30 p.m.

PROJECT MANAGER

- Mr. Dick Madonia accepted the contract proposal as presented at a recent meeting with Mr. Shea.

DALLIN SCHOOL UPDATE

- Mr. Shea and Mr. Cole met with Owen Beenhouwer last Monday to review DRA's fee proposal for the restart of the Dallin design. DRA was asked to deduct \$60,000 from the phase 2 fee (which was never billed during the phase one process). After Mr. Beenhouwer consulted with his firm, it was agreed that DRA and the town will split the difference. The phase 2 contract will increase by \$30,000. This action will require a vote of the committee.
- Mr. Chaires presented for review a Proposed Schedule of Milestones and plan reduction diagrams illustrating some proposed (money-saving) square footage reductions to the building. After a brief discussion of the plan reduction schemes, it was decided that the architect would meet with the Superintendent of Schools for further review of the issue.
- Meetings will be arranged with the Technology Director and the Library/Media Director, and plans have been sent to the Food Service Director for review.
- The architect is compiling information on "green" possibilities and is preparing for the Dallin Parents' Group meeting at Dallin on January 16th. The committee will schedule a meeting to discuss these issues on Tuesday, January 14th.
- Application will be made for MTC funding and is due February 5th. Although very competitive, the MTC awards grants for various projects. In addition, Mr. Chaires felt that it was possible to certify the building through the Green School Council because of energy-efficient items that have been incorporated into the design. Mr. Cole said that he would not object to pursuit of building certification if the administration time required was done on a voluntary basis.
- After January 27th, the cost estimating phase will start again.
- Mr. Chaires has been in contact with the Building Inspector to review the design and has met with the Fire Department to review any of their issues.
- The project will go out to bid on April 5th. Bids will be back by May 15th in time to review and have information for Town Meeting on May 28th.
- In reference to a discussion to reduce change orders, Mr. Chaires was advised to allow enough time should the committee decide to have a third party review the drawings and the estimate before going out to bid. Mr. Juusola suggested that Mr. Chaires go back to the Brackett and Peirce to review those change orders so that those issues are not repeated.
- The committee would like to see progress documents and estimates on March 7th.
- Because (under the current plan) construction most likely will not start until after January 1, 2004, a discussion (tabled until the next meeting) of how the bids will be handled will be necessary.

PEIRCE SCHOOL

- The architect is in the process of defining what items are outstanding in the monetized punch list. The committee will address the pay requisition at its next meeting on January 14th.
- The Chairman recognized the great effort by DRA on the completion of the Peirce School project.

ARCHITECTURAL CONTRACTS

- According to Mr. Juusola, the town's legal consultant (Jim Peloquin) is reviewing the proposed architectural contract from the Carrel group on the fire station construction. In addition, he and Mr. Peloquin have reviewed the Design Partnership contract on the Thompson and Stratton. Mr. Maher has forwarded the contract to Design Partnership, and the matter should be resolved some time next week.

THOMPSON & STRATTON SCHOOL PROJECTS – DPC

- The committee was given a proposed building committee agenda and a revised project schedule for Thompson and Stratton for review. The plan diagrams and cost analyses originally planned to be presented this evening will be presented at a PTBC on January 15th.
- There was a review of the educational specifications by Mr. Bell. The Chairman requested that DPC prepare a spreadsheet of program comparisons relative to school population between the Stratton & Thompson and the Dallin, Brackett, and Peirce in the interest of being mindful of system-wide equity in school building designs.
- LANDSCAPE ARCHITECT - David Warner of Larson Associates presented site documents to the Committee and reviewed all four concepts for each school. The committee will revisit this issue when they have reviewed diagrams and costs at its meeting next Wednesday.
- Mr. Drown will contact the Chairman to arrange a meeting to discuss the architect's contract. The subcommittee to review certain aspects of the contract will be Mr. Cole, Mr. Shea, and Mr. Juusola.

PARK AVENUE FIRE STATION

- A draft of the design schedule was presented for the committee's review by Mr. Carrel. The architect is getting underway with the schematic design and, at its conclusion, will send out for a first estimate. He has met with Director of Fire Services, Chief Maimone, and with Mr. Bob Botterio of the Historical Commission. Although the Historical Commission has gone on record as having no jurisdiction over this project, the architect will consider their concerns. In addition, a Fire Department subcommittee will review details of the program.
- A structural engineer reported previously unobserved cracking at the existing site. It appears not to be a progressive situation at this time, and the building is considered to be sound.
- Chief Maimone will invite any neighbors and firefighters who may be interested in attending meetings on the building design.
- The architect will plan to attend the February 4th PTBC meeting.

WARRANT ARTICLES FOR TOWN MEETING

- Three warrant articles (Dallin, Fire Station, Thompson & Stratton) will need to be submitted for Town Meeting. Ms. Galkowski will follow up with Town Counsel on that issue.

INVOICES

On a **MOTION** by Ms. Donovan and seconded by Ms. Owayda, it was **VOTED** to **approve DRA invoice in the amount of \$825.00 for additional landscape architectural services for the Peirce School for the month of November, 2002.** ROLL CALL VOTE: Unanimous

- DRA invoice for additional services for the Acentech sound evaluation of the Peirce will be sent back to Stefan Chaires of DRA.

ADJOURNMENT

The meeting was adjourned at 10:00 p.m.

Respectfully submitted,

Marie Carroll